

AGENDA
SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD
June 16, 2004 – 3:30 PM
Civic Center Library Board Room

1. CALL TO ORDER

2. APPROVAL OF MINUTES – May 19, 2004 meeting

3. LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Staff will update the Library Advisory Board on the status of current events and activities in the libraries.

- Monthly Statistical Report - Sharyn Pennington, Operations Coordinator
(An update of significant library use statistics - informational only)
- Special Revenue Account Report – Sharyn Pennington, Operations Coordinator
(An overview of the status of funds received through the sale of discarded books and magazines, and includes the status reports of funds received in the library's Gifts and Memorials Fund - informational only)
- Director's Report - Rita Hamilton
- Customer Feedback "*How'd We Do?*" Report – Rita Hamilton
- Library Services Highlights: Collection Development – Joanne Hamilton-Selway

4. ITEMS REQUIRING BOARD ACTION

• ***EXPENDITURES***

(Items to be introduced by Rita Hamilton)

Staff request approval to expend Special Revenue Account Funds for the items listed below. Accounting reports confirm that the amount requested is available in the Special Revenue Account. These monies are raised by Library Volunteers through the sale of discarded books and magazines.

June 2004

Contract Instructors for computer classes (year-long)	\$	4,000
Celebration Party for Web Wizards Class	\$	100
Library Marketing	\$	2,000
CC - Book Corral Promotional Items	\$	600
Mustang - Book Corral Promotional Items	\$	600
Palomino - Book Corral Promotional Items	\$	400
Volunteer Calendars	\$	1,100
Volunteer - General operating supplies	\$	1,500
Volunteer Raves (FY04/05)	\$	2,000
Volunteer - Graphics	\$	1,200
Collection Development (FY04/05)	\$	30,000
June Total \$		43,500

Staff Recommendation: Approve requests

Board Action: Approve or deny requests for specific items

-continued -

- ***MEETING ROOM USE POLICY***

Staff Recommendation: Approve policy

- ***BORN TO READ GRANT***

Staff Recommendation: Approve accepting an LSTA grant (Library Services and Technology Act) in the amount of \$24,500 to establish a "Born to Read" program

5. INFORMATIONAL ITEMS

- ***ANNOUNCEMENTS/ISSUES FOR FUTURE DISCUSSION:***

- ***OPEN CALL TO THE PUBLIC (ARS38-431.02)***

Subject to reasonable time, place and manner restrictions, as determined by the Chairman, members of the public will be allowed to address the Library Advisory Board on any issue within jurisdiction of the Board. At the conclusion of the open call to the public, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board shall not discuss or take legal action on matters, however, raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. ADJOURNMENT

Next meeting: September 15, 2004

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the City Clerk's Office at 480-312-2412. Requests should be made as early as possible to allow time to arrange accommodations.